AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	**PAGE OF PAGES** 1 3

2. AMENDMENT/MODIFICATION NO. 0005	3. EFFECTIVE DATE 03/30/2006	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)

6. ISSUED BY CODE FMPS	7. ADMINISTERED BY (If other than Item 6) CODE FMPS
CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 517 BETHESDA MD 20814	CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 517 BETHESDA MD 20814

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP)	(x)	
INTERIOR UNITED STATES DEPT OF ATTN: MS LONA PICARDO NATIONAL BUSINESS CENTER 7301 WEST MANSFIELD AVENUE D2920 DENVER CO 80235-2230		**9A. AMENDMENT OF SOLICITATION NO.** **9B. DATED** (SEE ITEM 11) **10A. MODIFICATION OF CONTRACT/ORDER NO.** X CPSC-I-02-1369 *mod 5* **10B. DATED** (SEE ITEM 11) 09/24/2002
CODE 090311247	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule	Net Increase: $114,487.25

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) UNILATERAL MODIFICATION, FAR 43.103(b)

E. IMPORTANT: Contractor   ☒ is not,   ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Tax ID Number: 83-1024566
DUNS Number: 090311247
Modification No. 0005 provides funding for FY-2006, and adds two new line items:

Funds in the amount of $111,187.25 are hereby made available for the period 10/01/05 through 09/30/06.

THIS CONTRACT IS NOW FULLY FUNDED FOR FY-2006.

Add Line Items 0016 and 0017 (see attached Introduction and Overview).

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Donna Hutton
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA _____ (Signature of Contracting Officer)	16C. DATE SIGNED 3/30/06

NSN 7540-01-152-8070 Previous edition unusable	STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

NAME OF OFFEROR OR CONTRACTOR
INTERIOR UNITED STATES DEPT OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	For FY-2006, the total amount of this agreement is increased by $3,300.00, from $111,187.25 to $114,487.25.				
	Accounting Info: (06 CC EXRM 2500 99923 253P $111,187.25) (06 CC EXRM 2500 99923 252P $3,300.00) FOB: Destination Discount Terms: Net 30 Period of Performance: 10/01/2005 to 09/30/2006				
	Change Item 0009 to read as follows(amount shown is the obligated amount):				
0009	FPPS Operations, Maintenance and Payroll Operations for 531 W-2s @ $172.50 per W-2.	531	EA	172.50	91,597.50
	Change Item 0010 to read as follows(amount shown is the obligated amount):				
0010	QuickTime T & A System for 531 W-2s @ $27.00 per W-2.	531	EA	27.00	14,337.00
	Change Item 0011 to read as follows(amount shown is the obligated amount):				
0011	Hyperion Licensing based on percent of total Hyperion usage/costs.	1	LT	696.00	696.00
	Change Item 0012 to read as follows(amount shown is the obligated amount):				
0012	Training provided by NBC -- Basic Datamart for 2 participants @ $450.00/participant.	2	EA	450.00	900.00
	Change Item 0013 to read as follows(amount shown is the obligated amount):				
0013	Training provided by NBC -- Advanced Datamarat for 2 participants @ $450.00/participant.	2	EA	450.00	900.00
	Change Item 0014 to read as follows(amount shown is the obligated amount):				
	Continued ...				

NAME OF OFFEROR OR CONTRACTOR
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0014	Training Provided by NBC -- Servicing Personnel Office for 2 participants @ $250.00/participant.	2	EA	250.00	500.00
	Change Item 0015 to read as follows(amount shown is the obligated amount):				
0015	OPM Employee Express for 531 W-2s @ $4.25 per W-2.	531	EA	4.25	2,256.75
	Add Item 0016 as follows:				
0016	LICENSING, OPERATIONS AND MAINTENANCE OF 2 VPEEO LICENSES.	2	EA	1,050.00	2,100.00
	Period of Performance: 03/20/2006 to 09/30/2006				
	Add Item 0017 as follows:				
0017	2 VPEEO NEW USER TRAINING COURSES.	2	EA	600.00	1,200.00
	Period of Performance: 03/20/2006 to 09/30/2006				
	ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.				

Introduction and Overview

Visual Powerfiles™ for EEO is a total information management and reporting system for the Federal Equal Employment Opportunity (EEO) function. It includes the following modules:

- **Affirmative Employment Reporting**: which includes reports, narrative analyses, and graphics describing

  1. All MD 715 Tables;
  2. Applicant Tracking under MD 715;
  3. The distribution (numbers and percentages) of employees by Race/Ethnicity and Sex and Targeted Disability within various employment categories;
  4. Comparisons showing the distribution (numbers and percentages) of employees by Race/Ethnicity and Sex and Targeted Disability within various employment categories over time periods;
  5. Civilian Labor Force (CLF) comparisons for various employment categories;
  6. The distribution (numbers and percentages) of employees by Race/Ethnicity and Sex and Targeted Disability of Accessions, Promotions, Separations, Down-Grades, Reassignments, and Conversions; and
  7. The distribution (numbers and percentages) of employees by Race/Ethnicity and Sex and Targeted Disability of Training, Awards, Disciplinary Actions, Special Assignments, and Details.

- **Multi-Year EEO/Affirmative Employment Plan Development and Annual Accomplishment Reporting System:** which includes full analysis and planning document development with dates and timetables. Action tracking through the Agency email system permits EEO project tracking and plan review and analysis.

- **Ad Hoc Analysis**: which permits the querying of onboard personnel snapshot extract files, personnel action files, applicant flow files, and complaint files.

- **Advanced Statistical Analysis Summaries:** which includes calculations of Mean, Medium, Mode, Quartiles, Percentiles, Range, Variance, Standard Deviation, Z-Scores, t-test, Chi-Squared, various forms of Regression Analyses and other statistical analysis and probability techniques appropriate for analyzing workforce data.

- **User Generated Report and Graphics Development System:** which permits the user to develop reports and graphics based on user defined needs – these reports, once defined, can be stored and run at later dates reflecting different time periods or other user defined parameters

- **Applicant Flow and Adverse Impact Analysis System:** which permits the user to store applicant flow data and conduct adverse impact analysis in accordance with the Uniform Guidelines on Employee Selection Procedures – in addition users can apply advanced statistical analysis techniques as appropriate for complaint processing

- **User Administration System:** which provides system administrators with the ability to add or delete users, define access privileges, determine user scope of data access.

System Features

Visual Powerfiles™ for EEO (VPEEO) includes the following unique characteristics:

- **Server Based** – VPEEO is a client/server system which can run under SQL-Server, Oracle, Informix, AS400 DB2, or many other back-end servers for which ActiveX Data Objects (ADO) have been defined. For exceptionally large organizations (those with greater than 500 users) a multi-tiered version is available. For single-user, stand-alone systems a Microsoft Access database may be used.

- **Windows Based Graphical User Interface** – The user interface is clear and straightforward in its design. All system functions are directly accessible without the need for a complicated multi-level pull-down menu system.

- **Over 30,000 Distinct Reports** – Visual Powerfiles for EEO has over 3000 report types and 13 detail formats yielding over **30,000** distinct reports.

- **Reports Can Be Run Easily for Any Organizational Segment** – All reports can be run by Race/Ethnicity and Sex and Targeted Disability, Age Group, and Veterans Status. Also all reports can be run for the Total Workforce, the Permanent Workforce, or the Non-Permanent Workforce. Special filters can be established to focus in on such attributes as Union (FLSA) status or specific Union/Bargaining Unit membership. Each user is granted rights/privileges to a specific organizational segment (i.e. field activity, Region, National) as appropriate to his/her area of responsibility.

- **Flexible Input/Output Functions** - Data input is flexible permitting data extracts from all Federal personnel systems to be uploaded in an automated fashion. Output functions enable the user to print, email, and or fax reports, narratives, and/or graphics to any windows/network printer/email address/fax phone number.

- **Flexible Information Exchange** – Reports and Narrative Summaries can be stored in their native formats, as HTML documents for distribution on the WEB, as Microsoft Word documents (.doc format), or as rich text format (.rtf) for use in other word processors or spreadsheets. Graphics can be saved in numerous graphic formats (i.e. .jpg, .tif, .bmp).

- **Batch Processing Capability** – Any collection of reports, narratives, and/or graphs can be grouped and run as a batch file. Batch files can be established and passed parameters enabling users to establish quarterly, monthly, annual or any desired time sequence report summaries.

- **Centralized Downloading/Uploading Capability** – With its server based backend **VPEEO** can support Agency EEO program offices wherever they exist throughout the country or throughout the world. The central downloading of personnel data and uploading into the **VPEEO** server structure ensures data consistency throughout the Agency and eliminates data distribution problems for field activity EEO offices. In addition, this feature improves the level of control and security of Privacy Act information.

Needs Met by Visual Powerfiles™ for EEO

The following laws, policies, and regulations govern the Federal EEO program. **Visual Powerfiles™ for EEO** is carefully designed to meet the information requirements specified below:

- **E.O. 11478** - Establishes the need for a system for periodic evaluation of the effectiveness of the EEO program within each organization. Information on employees, applicants, and complaints is to be monitored and recorded.

- **Title VII of the Civil Rights Act, as amended** - Establishes the authority for the EEOC to annually review EEO plans from government organizations and to require year end progress reports.

- **The Civil Service Reform Act** - Requires the development of recruitment plans and programs to eliminate the underrepresentation of minorities in the Federal Civil Service.

- **5 CFR 720** - Requires annual determinations of underrepresentation and the development of Federal Equal Opportunity Recruitment Program (FEORP) plans.

- **29 CFR 1607** - Requires the accumulation of data on applicant flow, new hires, promotions, awards, training, disciplinary actions, and selection procedures. Annual adverse impact analysis on selection decisions must also be produced.

- **29 CFR 1614** - Establishes EEOC authority to "review and evaluate agency programs periodically, obtain such reports as it deems necessary, and report to the President as appropriate on overall progress."

- **EEOC Management Directive 110** - Establishes policy and procedures for processing complaints of discrimination.

- **FPM Chapter 720** - Outlines the methods to be used by agencies for calculating underrepresentation. OPM and EEOC jointly monitor the FEORP program in each agency by examining recruitment activities, expenditures, and results.

- **EEOC Management Directive 715** – This Directive requires each Agency to report annually on the status of activities undertaken pursuant to its Equal Employment Opportunity program under Title VII, and activities undertaken pursuant to it's Affirmative Action obligations under the Rehabilitation Act. Agency reports must also include a plan that sets forth steps it will take in the future to correct deficiencies or further improve efforts undertaken pursuant to this directive.

- **Workforce Investment Act of 1998, Section 508 Electronic Information and Technology-** Establishes that individuals with disabilities who are Federal employees to have access to and use of information and data that is comparable to the access to and use of the information and data by Federal employees who are not individuals with disabilities.

- **Notification and federal Employee Antidiscrimination and retaliation Act (No Fear)** - To require that Federal agencies be accountable for violations of antidiscrimination and whistleblower protection laws; to require that each Federal agency post quarterly on its public Web site, certain statistical data relating to Federal sector equal employment opportunity complaints filed with such agency; and for other purposes.

Visual Powerfiles for EEO Client/Server Platforms

The **VPEEO** client is Windows based. It can run under Windows XP, 2000, or 2003. The software backend database can be implemented under SQL-Server, Oracle, Informix, AS400 DB2, or any other major database for which ActiveX Data Objects (ADO) access tools exist. The backend database can reside on any server operating system on a network which supports ADO calls to the backend server. Most networks that support TCP/IP will work including NT and NetWare. Also **VPEEO** can run over most Wide Area Networks (WANs), and the Internet, Agency Intranet.

Visual Powerfiles for EEO Security

VPEEO is designed to provide the highest level of security possible for privacy act data. Users must be authenticated at multiple levels prior to being given access to the database. Specifically they must:

1. be authorized on the network domain
2. be authorized on the SQL-Server
3. be authorized on the **VPEEO** system
4. be authorized to access data specific to their mission and function

The first two steps are controlled by the network and SQL-Server administrators respectively. The **VPEEO** system administrator establishes **VPEEO** login names and initial user passwords. As new users are added they must also be granted data level and program function privileges. Users must logon to **VPEEO** by entering their logon name and password. The password entered is hidden from view during logon. The logon name and password are encrypted and stored in a system table only addressable by the system administrator. When logon is attempted the program encrypts the logon and password and attempts to match them with their stored values. All attempts to logon are stored in a log file which includes a date/time stamp, the attempted logon name, and the address of the users workstation. All transactions during system operation are recorded in the system log file enabling complete audit trail monitoring of system usage.

To ensure maximum security the system may function on a LAN/WAN behind the WEB firewall, thus reducing the possibility of hacker attacks. Further, if desired, the database can be encrypted and all communication between the client and server can be further encrypted.